351

# PART III—Section 3

## NOTIFICATIONS RELATING TO LOCAL SELF-GOVERNMENT.

### OFFICE OF THE PRESIDENT, TOWN MUNICIPAL COUNCIL, MIRLE.

Notification dated 26th November 1956.

**No. R.B. 15-56.**— Under Section 48 (3) of the Mysore Town Municipalities Act, 1951, it is hereby notified for the information of the public of Mirle Town, that the Municipal Council, at their Special Meeting held on 19th September 1956, have resolved to introduce in this Municipality the undermentioned Bye-laws, subject to modifications to the Model bye-laws framed by the Government in their Notification as noted against them.

The copies of the said Bye-laws are kept in the Municipal Office for public inspection on all working days between 9 A.M. and 5 P.M.

Any inhabitant of the Municipality or any other objecting or suggesting to the said bye-laws may within one month from the date of this Notification prefer his objections or suggestions in writing to the Municipal Office stating reasons therefor. Objections or suggestions received after the prescribed time will not be considered.

In accordance with Section 48 (1) (r) and (u) of the Mysore Town Municipalities Act of 1951, the following Bye-laws regulating the erection of buildings and the construction, maintenance of privies, cesspools, etc., have been framed for adoption by Mirle Municipal Council.

Proposed in accordance with the Model Bye-laws framed by Government in their Notification No. L.10996-M.L. 156-52-20, dated 2nd February 1953.

*Notice to be given.*—The notice to be given to be Municipal Council under sub-section (i) of Section 112 shall be addressed to the President, Municipal Council and shall be in the form annexed to these Bye-lays.

2 *Plans to be furnished.*—Such notice shall be accompained by a site plan in duplicate of the land on which the structure is proposed to be built, drawn to a scale of not less than 20 feet to an inch, showing:—

(*a*) the position, nature and use of all existing buildings thereon, and of the proposed building, and all appurtenant out buildings;

(*b*) the area to be occupied by the building and out buildings on the land;

(*c*) the position of latrines or privies and the proposed method of drainage;

(*d*) the names (if any) or description of adjacent roads, streets, bridges, culverts or buildings;

(*e*) the number of the last and the name or number of block and street or road in which the land is situated; and

(*f*) where the building proposed to be erected abuts a road, the breadth of such road as measured between the outer edges of the drain, if any, and the line of building on both sides:

Provided that in the case of buildings of less than Rs. 500 in value, it shall be sufficient for the site plan to show to the satisfaction of the President, without scale, the size of the proposed building and its position on the land, together with the position on the land with reference to adjacent buildings or lands.

3 The plan required to be produced under Section 112 of the Mysore Town Municipalities Act, 1951, shall be in duplicate and drawn to a scale of not less 8 feet to an inch showing:—

(*a*) the plan of the ground floor and of each other floor if any, with sections and elevations on the same scale.

(*b*) the levels of the foundation and lowest floor or plinths with reference to the level at the centre of the adjacent roads or streets and level of the site.

(*c*) the depth and thickness of the foundations;

(*d*) the height and thickness of the plinth or basement walls and of the walls above the plinth;

(*e*) the thickness of the floor or floors and the dimensions and structure of the roof;

(*f*) the position of the line or frontage of the proposed building with reference to the adjacent side drain of the street or road which the building faces or if there be no such side drain, with reference to the central line of the

Provided that in the case of buildings of less than Rs. 500 in value, it shall be sufficient to show in writing to the satisfaction of the President the levels at which the foundation and lowest floor are proposed to be laid.

The licence and the approved plan shall always be available on the spot for inspection by the Municipal authorities.

4 The plan of every building of more than Rs. 500 in value, shall be accompanied by a specification showing the nature and description of the materials to be used in the construction of the various parts thereof including the dimensions of all beams bressumers, posts pillars and columns.

5 *Prohibition of certain sites.*—No formation of a new building intended for human occupation shall be constructed on a site which has been filled up with or used as a place for depositing excrementitious matter or the carcasses of dead animals or other filthy or offensive matter until such matters shall have been properly removed to the satisfaction of the Municipal Council or shall in its opinion have become innocuous.

6 *Location of the building.*—In no new building shall the foundation of the external wall along the street be located less than 1½ feet from the edge of the street including the drain.

7 *Foundation of walls.*—The footings of the walls and the posts of the ground floor of the building proposed to be erected should rest on the solid ground or upon a sufficient thickness of concrete or upon some solid and sufficient substances as a foundation.

8 *Plinth.*—The height of the plinth, shall in the case of buildings which are to be built nearer to a street be not less than 1½ feet above the level of the street on which it abuts and in the case of buildings which are to be built further to a street it shall not be below such height as may be fixed by the Municipal Council.

9 *Insertion of damp proof courses.*—In the case of buildings, which in the opinion of the Municipal Council, are likely to be damp on account of the high level of the sub-soil water in the site, if the Municipal Council deemst necessary, damp proof courses, which, shall consist of stone slabs laid in cement, vitrified bricks or any other durable material impervious to moisture shall be laid between the foot of the walls of the ground floor and the top of basement which shall be above the level of the adjoining ground.

10 *Chimney.*—Every person erecting a Chimney, shall so construct it that the upper out-let shall be atleast 5 feet above the roof of the house.

11 Height and area of the room.

(*a*) The minimum height of every room intended to be inhabited in a building except a room in the roof thereof, shall be not less than 8 feet from the floor to the ceiling.

(*b*) The room in the roof shall have an average height of 7 feet from the floor to the ceiling.

(*c*) The ground area of a dwelling room shall not be less than 64 sq. feet and no room shall be built which is less than 30 sq. feet in superficial area.

*Explanation.*—A partition wall not more than four feet high in a room shall not be considered to divide that room so as to make it into two rooms.

12 *Ventilation.*—Every such room shall be provided with Ventilation by means of doors and windows which open directly on to the external air spaces not less than two and half feet in width and which have an aggregate area of openings not less than one-tenth of superficial area of that side of the room which faces an open space.

Provision shall be made for openings in this room so as to provide a current of air whenever desirable and on opening for foul air, shall always be kept near the top of the room.

13 *Height of the building.*—No person erecting a building which abuts on a street, shall so construct it that any point of it is at a height greater than twice the width

spaces, if any ; provided that nothing in this bye-law shall debar any person from reconstructing any building which had stood within two years on the same site on the model of and with the same dimensions as the original building.

14 *Aerial projections.*—No person who constructs, alters or adds to a building within the meaning of section 112 of the Mysore Town Municipalities Act, 1951, shall project airially beyond the limits of his site any part of his buildings, temporary or permanent, so as to make it encroach upon or overhang any Municipal Road, except to the extent to which permission may expressly be granted by the Municipal Council.

15 All water spouts to drain roof and other water shall be led down to the ground touching the wall and shall not be so constructed as to discharge water to the inconvenience or annoyance of passers-by or to the damage of Municipal property.

16 No shutters of stables or other buildings shall be so constructed as to project on Municipal land when left open.

17 *Inspection.*—For the purpose of facilitating inspection, the following shall be recognised stages in the construction of any building.

(i) digging for the foundation ;
(ii) filling in the foundation and raising the basement walls ;
(iii) superstructure ; and
(iv) all subsequent work.

18 The Health Inspectors and the President and Vice-President of the Municipality shall be competent to inspect buildings under construction at all reasonable hours during the day and where a license has been granted to satisfy themselves that the work under progress is in conformity with the terms of the license and not contrary to the bye-laws.

19 *Drainage to be provided in certain cases.*—In localities where facilities for drainage and daily conservancy have not been created on account of such localities not having been taken up for laying them out into house sites no dwelling house shall be constructed unless sufficient facilities for drainage and daily conservancy are provided by the owner of the land to the satisfaction of the Municipal Council.

20 *Area of the site built upon.*—As a rule on all sites measuring 100'×100' or more, no more than half the site shall be built upon. In other cases no more than two-thirds of the site shall be built upon. In the case of sites and houses abutting upon roads, the Municipal Council, may at its discretion, allow a larger extent than half or two-thirds to be built upon. Houses shall not ordinarily be built contiguous to each other except when the width of the site is less than 40 feet. Whenever practicable a minimum clear space as fixed by the Municipal Council shall be left between every two houses. The minimum in no case shall be less than five feet wide.

21. *Prohibition of mud walls.*—Within the town limits, no wall of any building, shall except with the permission of the Municipal Council, be made of mud alone.

22 *Building plot to be levelled.*—The building plot of every building shall be levelled in such manner that rain water may rapidly drain off into a water course or a Municipal drain.

23 *General.*—No buidilng site shall be surrounded by a hedge of lantana, aloe, prickly pear or other objectionable plant or by a fence of barbed iron wire.

24 No pits shall be excavated in the sites allotted for building dwelling houses.

25 Every house shall have a decent frontage and no perishable or inflammable material shall be used for construction.

26 No person shall construct over a privy, new or old, any room or, structure of any description except another privy or bathing place or bath room.

27 If any person has any doubt or difficulty as to the true intent or meaning of any matter connected with these bye-laws or the requirements thereof, he may, before giving notice in writing of his intention to erect or re-erect any building, apply to the President, who shall, upon receipt of such application, give the said person within a week such information as in the circumstances may be

28 *Notice of completion of building.*—Every person who shall erect a building, shall within one month after the completion of the erection of such building deliver or send or cause to be delivered or sent to the President at his office, notice in writing of the completion of the erection of such building.

29 *Special conditions to individual cases.*—Not withstanding anything contained in these bye-laws it shall be within the discretion of the Municipal Council to attach special conditions to individual cases under Section 112(2) provided that they are not inconsistent with the provisions of the Act.

30 Every place other than a water closet or bath room, situated within any house, building or enclosure and habitually used for the purpose of nature or for keeping human excreta shall be considered to be a privy or latrine within the meaning of this bye-law.

31 Every person who shall errect a new building as chathrams, agraharams and tenements, etc., shall in connection with such buildings construct such number of privies and in such manner as shall be prescribed in each case by the Municipal Council.

Provided the number of privies shall, not in any case, be less than two, one for the men and the another for women.

32 A person who shall construct a new privy, whether in connection with a building or not, shall construct such privy upon such site or in such position and manner only as shall be approved by the Municipal Council.

33 The floor of every latrine shall be made of cement or of asphalt or of bastard asphalt and laid on a bed of concrete three inches thick and shall be so sloped, drained and constructed as to carry away the fluid with facility into the latrine drain.

34 Every latrine shall be provided with a seat so made as to compel the excreta to fall entirely into a suitable pan or receptacle of sufficient capacity placed beneath it.

35 The walls and other masonry of the building shall be stone-in-chunam mortar and plastered with cement of half-inch in thickness, from the floor level up to the height of two feet above the seat level.

36 Every latrine shall be provided with a separate entrance if required by the Municipal Council for the entry of scavengers for the purpose of conservancy.

37 Every latrine shall be provided with a 'U' shaped cemented drain sufficiently large, well laid and watertight to prevent its contents from over flowing or stagnating or soaking into the ground. Such drains shall terminate with an iron pipe so that the contents of the drain may fall directly into a receptacle or municipal drain.

38 All such drains shall be so constructed as to discharge their contents into a proper manner :—

(i) into a municipal drain approved by the Municipal Council.
(ii) into a moveable receptacle or bucket kept in the cistern constructed at the extremity of the drain approved by the Municipal Council.

39 Every person, who shall construct a cess pool in connection with a priuy, shall construct such a cess pool in sueh a manner and in such a position as to afford ready means of access to such cesspool and of removing the contents thereof and in such a manner and in such a position as to admit of the contents of such cesspool being removed therefrom and from the premises to which such cesspool may belong without being carried through any dwelling house or public building or any building in which any person may be or may intend to be employed in any manufacture, trade or business.

40 Every person who shall construct the same upon such site or in such manner and with such materials only as shall be approved of by the Municipal Council.

41 He shall construct such cesspool in such a manner that it shall have a capacity of not less than ten cubic feet, and in any case where there are more than three seats in the privy in such a manner that it shall have a capacity of not less than three cubic feet for every seat in such privy.

42 Whoever contravenes any of the provisions of bye-laws Nos. 6, 7, 8, 9, 10, 11, 12, 13, 14, 15, 16, 19, 20, 21, 22, 23, 24, 25, 26, 28, and 30 to 41 shall be punishable with fine which may extend to fifty rupees.

Notification dated 26th November 1956.

**No. R.B. 16—56.** Under Section 48 (3) of the Mysore Town Municipalities Act, 1951, it hereby notified for the information of the public of Mirle Town, that the Municipal Council at their special meeting, held on 19th September 1956, have resolved to introduce in this Municipality the undermentioned bye-laws, subject to modifications to the Model Bye-laws framed by Govern ment in their notification, as noted against them. The copies of the said bye-laws are kept in the Municipal Office for public inspection on all working days between 9 A.M. and 5 P.M.

Any inhabitant of the Municipality or any other person objecting or suggesting to the said bye-laws may within one month from the date of this notification prefer his objections or seggestions in writing to the Municipal Office stating reasons therefor. Objections or suggestions received after the prescribed time will not be considered.

In accordance with Section 48 (1) (n) of the Mysore Town Municipalities Act, 1951; the following bye-laws for regulating sanitation and conservancy have been framed for adoption by the Mirle Municipal Council.

Proposed in accordance with the Model Bye laws framed by Government in their Notification No. L. 6617—Ml. 152-52-2, dated 9th August 1952.

1 No person shall deposit tiles, garden sweepings, branches of tree, thatch or night soil in municipal bins. Any person who contravenes this bye-law shall on conviction, be punishable with fine which may extend to five rupees.

2 No person shall dry any bratties or cow dung cakes on the external walls of houses or yards of compound walls and any person who contravenes the bye-law shall on conviction be punishable with fine which may extend to twenty rupees.

3 No person shall ease himself either in the vicinity or outside or in any part of any public latrine other than in the trench made for the purpose. Any person who contravenes this bye-law shall be punishable with fine which may extend to two rupees.

FORM.

(*Vide* Bye-law No. 1).

To

The President,
Town Municipal Council, Mirle.

Sir,

I ..... hereby give you notice that I intend to erect on vacant site No. ..... in Block ..... of ..... Division or/to re-erect/add to the existing building bearing Municipal Door No. ..... in Block ..... of ..... Division.

2 I enclose the following records :—

(i) a copy of the title deed.

(ii) a site plan No. ..... ..... (not smaller than 20' to one inch giving the following particulars :—

(*a*) the position, nature and use of all existing buildings thereon and of proposed building and all appurtenant out buildings ;

(*b*) the position of latrines or privies and the proposed method of drainage ;

(*c*) the name (if any), or description of adjacent roads, streets, bridges, culverts or buildings ;

(*d*) the number of the lot and the name or number of the block and street or road in which the land is situated ; and

(*e*) where the buildings proposed to be erected abut a road, the breadth of such road as measured between the outer edges of the drain, if any, and the line of the buildings on both sides.

3 Detailed Plan Nos. ..... (not smaller than eight feet to one inch) showing :—

(a) plans of the ground floor;
(b) plans of the first floor and succeeding floor, if any;
(c) one cross section at least ; and

4 I append the following information :—

| | | |
|---|---|---|
| (i) | The annual Municipal Tax ... | Rs. |
| (ii) | Total area of the site ... | S.ft. |
| (iii) | The total area of existing and proposed buildings ... | S.ft. |
| (iv) | Total maximum height of the building above the centre of road or street abutting the proposed buildings ... | Ft. |
| (v) | Width of such street or road at the extreme ends of the building ... | Ft. |
| (vi) | Level of the site at its lowest ft. above the road level/below the road level abutting it ... | |
| (vii) | Nature of foundation made up soil/natural soil ... | |
| (viii) | Height of basement or plinth above road or street level. ... | Ft. |
| (ix) | Material to be used in foundation and walls ... | |
| (x) | Materials to be used for frame and covering the roof. ... | |
| (xi) | Height of invest of drain of latrine above the municipal drain, if it abuts ... | Ft. |
| (xii) | Height of invest of drain or bathroom above the Municipal drain, if it abuts ... | Ft. |
| (xiii) | Height of invest of kitchen drain above the Municipal drain, if it abuts ... | Ft. |
| (xiv) | If cesspool ..... height of walls enclosing it above the level of the nearest municipal drain ... | Ft. |

Signature.....

Dated.....

1936 B

Notification dated 26th November 1956.

**No. R.B. 17—56.** Under Section 48 (3) of the Mysore Town Municipalities Act, 1951, it is hereby notified for the information of the public of Mirle Town, that the Municipal Council, at their Special Meeting, held on 19th September 1956, have resolved to introduce in this Municipality, the undermentioned Rules, subject to modifications to the Model Rules framed by the Government, in their Notification, as noted against them. The copies of the said Rules are kept in the Municipal Office for public inspection on all working days between 9 A.M. and 5 P.M.

Any inhabitant of the Municipality or any other person objecting or suggesting to the said rules may within one month from the date of this Notification prefer his objections or suggestions in writing to the Municipal Office stating reasons therefor. Objections or suggestions received after the prescribed time will not be considered.

In accoadance with Section 46 (1) (a) of the Mysore Town Municipalities Act of 1951, the following Rules for regulating the conduct of business and delegation of any of the powers or duties and the appointment and constitution of committees of Municipal Council, have been framed for adoption by Mirle Town Municipal Council.

Proposed in accordance with the Model Rules framed by Government in their Notification No. L. 235—Ml. 138-55-1, dated 12th April 1955.

1. *Business to be conducted if a quorum be present at the hour fixed for the meeting.*—At the hour fixed for the meeting of the council if a quorum be present, the business of the meeting may at once commence and if, neither the President nor the Vice-President be present, the councillors present may proceed to choose a Chairman under subsection (5) of Section 27. If the President or Vice-President arrives after a presiding councillor has been chosen by the councillors, the presiding councillor shall leave the chair and the President or Vice-President shall preside.

2. *Absence of quorum during a meeting.*—If during a meeting the presiding authority notices that a quorum is not present or any councillor calls the attention of the presiding authority to the fact that a quorum is not present, the presiding authority shall immediately suspend the business of the meeting and shall count the number of councillors present and if that number is insufficient to form a quorum the presiding authority shall follow the procedure laid down in sub-section (7) of

3. *Confirmation of Minutes of previous Meeting.*—At any commencement of proceedings of each ordinary General Meeting the minutes of the previous meeting shall be read. If any councillor present objects to the minutes as having been incorrectly or incompletely recorded, the presiding authority shall, after taking the sense of the meeting, make such amendments as he thinks proper and the amended minutes shall then be confirmed and signed by the presiding authority.

4. (*a*) *Order to be observed.*—A councillor wishing to speak must rise in his place. The councillor who first rises to speak has the right to be heard. In cases of doubt the presiding authority shall decide who is entitled to speak. No interruption to the speech of a councillor shall be permitted except that the presiding authority may call the councillor to order, and any other councillor may rise and request the presiding authority to notice that a quorum is not present.

(*b*) *Procedure for putting questions.*—All questions from one councillor to another relating to the business of the meeting shall be put through the presiding authority.

5. (a) *Order.*—The presiding authority shall preserve order and all points of order shall be summarily decided by him, no discussion thereon being allowed unless he shall think fit to take the opinion of the councillors present. The presiding authority may adjourn any meeting that refuses to obey his ruling on a point of order.

(*a*) *Councillor called to order to resume his seat.*—A councillor called to order by the presiding authority shall resume his seat till the decision of the point of order raised, provided that the presiding authority may allow the member to speak on the point of order raised. If any councillor desires to dispute the decision of the presiding authority, he may bring forward a proposition at the following meeting.

6. *Grouping of items of Business.*—If more than one meeting be held the same day, it shall be competent to the presiding authority with the consent of the majority of the councillors present, to submit for consideration as one subject, for disposal by one meeting any two or more items of business relating to the same subject although some of such items shall appear on the agenda papers of another and distinct meeting to be held on the same day.

7. *A proposition may be divided.*—The presiding authority shall have powers to divide into two or more distinct proportions, any proposition or amendment which in his opinion is so complicated as to be likely to lead into confusion or inconvenience by being debated on as one proposition.

A proposition when divided need not be moved and seconded more than once; but when by virtue of this rule a proposition or amendment is divided, it shall not be necessary unless the presiding authority divides to the contrary for the second and following portions of such proposition or amendment to be again separately moved and seconded. But the propositions so divided shall be put to the vote by the presiding authority one after the other.

8. *Mode of addressing the meeting.*—Each councillor rising to speak shall direct his speech to the question before the meeting or an amendment which he is himself about to propose or to a point of order always addressing the presiding authority from his place. A councillor having spoken to a proposition or amendment is not at liberty to speak again to such proposition or amendment:

Provided that the mover of a proposition or amendment shall have a right of reply, after the presiding authority has ascertaided that no other councillor entitled to speak desires to speak.

Provided further that any councillor may second a proposition or amendment by saying "I second the proposition or amendment" and may reserve his right to speak later.

Provided also that a councillor who wishes to explain any misconception of expressions used by him may do so with the permission of the presiding authority.

9. *Routine resolutions may be put to meeting without being moved or seconded.*—Routine resolutions such as recording periodical statements or confirming the proceedings may be put to the meeting without being moved or seconded. Propositions regarding the choice of a presiding councillor, adjournments and the like must be seconded, but need not be in writing.

Except as provided above, every proposition and every amendment must be in writing and must be seconded.

*Resolutions of Committees to be moved and seconded by members.*—When a resolution of a committee is submitted to the general meeting for adoption, its adoption should ordinarily be moved and seconded by members of the committee.

10. *Amendments.*—After the proposition has been moved and seconded, any councillor may propose an amendment thereto.

Provided that no councillor shall be at liberty to propose more than one amendment to any proposition except when such proposition is for the passing of a budget or of a set of general rules or is otherwise of such a nature as to require the making of many amendments to different parts of it.

11. *Presiding authority to read propositions to the meeting.*—The proposer of any amendment shall state it or hand it in writing to the presiding authority at any time before he resumes his seat. When the mover of a proposition or amendment has resumed his seat, the presiding authority shall read the proposition or amendment to the meeting and ask if any councillor seconds the proposition or amendment and until the same is seconded, the presiding authority shall not permit any discussion on the question. If no councillor seconds the proposition or amendment, the presiding authority shall declare that the proposition or amendment is lost.

12. *Speeches should not be read.*—A councillor shall not read his speech but may refresh his memory from notes and may with the consent of the presiding authority read passages from books or documents cited on behalf of his argument.

13 *Any councillor may move proposition of which notice has been given if original mover is absent or unwilling.*—If a councillor has given due notice to move a proposition, and if that councillor be not present at the meeting or shall have ceased to be a councillor before the meeting or be unwilling to move the proposition of which he has given notice, any councillor present at the meeting may with the consent of the presiding authority move the proposition of which notice has been given.

14 *Amendments to omit words etc., from original propositions to be clear and relevant and not mere negative of previous propositions.*—An amendment shall usually be in the form of a proposal to omit words from the original proposition to insert words therein or to add words thereto.

Every amendment must be relevant to the proposition, it is proposed to amend and must be framed so as to form therewith an intelligible and consistent sentence. An amendment which is the direct negative of the proposition shall not be allowed.

15 *Amendments may be sent to the President before hand in writing.*—A councillor, who intends to propose an amendment to a proposition, is at liberty to send or deliver at any time before hand to the President or the presiding authority his proposed amendment in writing.

16 *Each amendment to be decided before the next is entered upon.*—Each amendment must be decided before the next amendment is entered upon, but after any amendment has been proposed and seconded any councillor may move that the amendment be amended by the omission, insertion or addition of certain words and the presiding authority shall therefore ask if any other councillor second the proposal and if seconded, the proposal to amend the amendment shall then become the question before the meeting.

17 *No amendments to words already resolved be made.*—No amendment may be made towords which it has already been resolved shall stand part of it, or to be added to the original proposition or amendment except by addition of other words.

18 *Amendments once negatived not to be proposed.*—No amendment may be proposed which is the same in substance as a prop sition or amendment which has been negatived during the meeting.

seconded cannot be withdrawn without the permission of the meeting.

20 *Presiding authority to move propositions without quitting chair.*—The presiding authority may move and second propositions or amendments, speak or vote without vacating the chair.

21 *Voting.*—When a question is put to vote, the presiding authority shall call for a show of hands, and the presiding authority or a councillor at his request shall count the hands shown for and against and declare the result. If any councillor challenges the correctness of the numbers thus declared, the hands shall be counted a second time : provided that if any two councillors request a poll, the presiding authority shall call the roll of the councillors and record on the minutes of the meeting the names of the councillors voting for and against.

The presiding authority, unless he refrains from voting, should give his vote before declaring the number of votes for and against a question and then in the case of an equality of votes he should give his casting vote.

22 *No member obliged to vote.*—A councillor who is present at a meeting may refrain from voting. If the question before the meeting be the confirmation of a report or proceedings of a committee, the member of that committee may vote. If the conduct of a councillor be in question, that councillor may vote.

23 *Result of equality of votes.*—When there is an equality of votes and the presiding authority refrains from giving his casting vote, the proposition shall be held to be neither passed nor rejected and may be brought forward at any subsequent meeting.

24 *Budget discussion.*—When a budget or re-appropriation statement is laid down before a general meeting the procedure shall be as follows :—

(i) The presiding authority shall read each item of the abstracts of receipts and expenditure and shall without any mover or seconder put to the meeting the question that this item stand part of the budget or reappropriation statement.

(ii) If any councillor propose to reduce or increase or strike off the item and the proposal to be seconded, such proposal shall be treated as an amendment and shall become the question before the meeting.

25 *Proposals to adjourn a meeting or for closure or to postponing, etc.*—A proposal to adjourn a meeting or closure or to postpone the consideration of a question shall take precedence over any other proposition before the meeting.

1936 C

Notification dated 26th November 1956.

**No. R.B.—20-56.** Under Section 48(3) of the Mysore Town Municipalities Act, 1951, it is hereby notified for the information of the public of Mirle Town, that the Municipal Council, at their special meeting, held on 19th September 1956, have resolved to introduce in this Municipality, under the bye-laws subject to modifications to the model bye-laws framed by the Government, in their Notification, as noted against them. The copies of the said Bye-laws are kept in the Municipal office for public inspection on all working days between 9 A.M. and 5 P.M.

Any inhabitant of the Municipality or any other person objecting or suggesting to the said Bye-laws may within one month from the date of this Notification prefer his objections or suggestions in writing to the Municipal Office stating reasons therefor. Objections or suggestions received after the prescribed time will not be considered.

In accordance with Section 48 (1) (f) of the Mysore Town Municipalities Act of 1951, the following Bye-laws for the registration of births and deaths have been framed for adoption by Mirle Municipal Council.

Proposed in accordance with the Model Bye-laws framed by Government in their Notification No. L. 1349—Ml. 159-54-1, dated 7th May 1954.

1 *Definitions.*—for the purpose of these bye-laws—

(a) The term 'Division' means the area in which any Registrar of Births and Deaths is appointed to perform his functions.

(b) The term 'Occupier' includes any person for the time being paying or liable to pay to the owner, the rent or any portion of rent of the land or building in respect of which the word is used.

(c) The term 'President' means the President of Municipal Council for the time being.

(d) The term 'Public Institution' includes a prison, Lock-up, lunatic asylum, hospital, reformatory, industrial school, barrack or any charitable or other institution which is under the management of a public body, officer or person.

(e) The term 'Registrar,' means and includes any person who may be appointed by the President, as a Registrar of Births and Deaths for any Division of the Municipality.

(f) The term 'Registrar General' means the Director of Public Health to the Government of Mysore for the time being and the Deputy Registrar General means the Superintendent of the Bureau of Vital Statistics for the time being.

(g) The term 'Still-born' or 'still birth' have reference to a child born after the 28th week of gestation as dead or apparently dead and not called back to life.

2 *Appointmen of Registrars.*—For the proper registration of all births and deaths the Municipality shall be divided into Divisions and for every such Division a Registrar of Births and Deaths shall be appointed.

3 *Registrar to live in this Division.*—Every Registrar shall reside at some conveniently central place within the division of which he is the Registrar and shall cause his name with his designation as Registrar of Births and Deaths for the Division for which he is so appointed, in English or Kannada to be placed in some conspicuous place on or near the outer door of his place.

4 *Temporary arrangements during illness or absence of the Registrar.*—In case the Registrar is unable for more than a week to attend to his duties on account of illness or other urgent cause, he shall report the fact to the President who shall at once make temporary arrangements for the performance of the duties of the Registrar, and any person thus temporarily appointed shall be held to be the Registrar for the purpose of these bye-laws. The President shall report the arrangements to the Registrar-General.

5 *Information of Birth to be given within seven days.*—Information covering all particulars specified in form No. V. S. 1 (b) appended shall be given to the Registrar of the Division within one week after day of birth regarding every birth that takes place within the Municipal limits.

The duty of giving notice of births is laid in the first instance upon the father, provided that the child is legitimate and that the father is in the Municipality.

In the absence of the father and in all cases of births of illegitimate children, the duty is laid on the mother provided her health permits.

Should both father and mother be unable or fail to give notice the duty is laid on the Medical Officer or Midwife attending the mother. Where there is no Medical Officer or Midwife the duty is laid upon the occupier of the building in which the birth takes place.

6 *Information of death to be given within 36 hours.*—Information regarding the death of any person within the Municipal limits, covering the several particulars prescribed in form No. V. S. 2 (b) appended, shall within 36 hours of such death be given to the Registrar of the Division.

The duty of giving such notice is laid, in the first instance upon the nearest relative of the deceased person who has been present during his illness.

Failing such relative, it is laid upon the Medical Officer who attended the deceased person.

Where there is no Medical Officer, the duty is laid upon the occupier of the building in which the death occurred.

7 *Births and Deaths occurring in Public institutions to be notified by the officers in-charge.*—The above bye-laws do not apply to the case of a birth or death occurring in a public institution. In that case the duty of sending the notice is laid upon the officer-in charge of the institution.

8 *Particulars regarding dead bodies found exposed to be reported by the Police.*—In cases of the discovery of the dead bodies, whether of newly born children or otherwise, it shall be the duty of the police station officer within whose jurisdiction any such body is found, to report to the

of the entries to be made in the register of deaths as well as in the case of bodies of newly born children in the register of births.

9 *Priests and burial ground watchmen to furnish information if required.*—should the President so order every person who conducts the funeral obsequies of any person dying within the Municipal limits and any person who is placed in charge of a grave-yard, burning ground or other place of burial or cremation, shall furnish the Registrar with such information as he may be required by the President to furnish regarding any funeral obsequies conducted by him, or any burials or cremations that have taken place within the premises, committed to his charge, as the case may be.

10 *Registrar to reguister information without fee or reward and to inform himself of every birth and death.*—Every Registrar shall inform himself carefully of every birth and death which takes place in his Division and shall register, as soon as conveniently may be after the event, without fee or reward the particulars required to be registered under Bye-law 11 touching every such birth or death as the case may be, which has not been already registered.

11 *Forms of Birth and Death Registers to be maintained in original, duplicate and triplicate.*—The Register of Births shall be maintained in form No. V S 1 (b) and the Register of Deaths in form No. VS 2 (b) appended in original, duplicate or triplicate.

12 *Entries to be numbered serially.*—In each of these Registers the occurrences registered shall be numbered serially, the series of numbers running from 1st January to 31st December. No entry shall be interpolated between two serial numbers.

13 Written information received by the Registrar be preserved for two years. An information received by the Registrar in writing in connection with the registration of any birth or death shall be filed by him and preserved for two years.

14 *Entries in respect of children born dead.*—A special column in the Register of Births is provided for the entry of still-births which are not included in the statistics either of births or deaths.

15 *Entries in respect of children born alive which die before the birth is registered.*—In the case of a child which is born alive but dies before its birth has been registered, the Registrar shall enter the birth, in the register of Births and the Death in the Register of Deaths.

16 *Registers to be renewed once a year. Registers to be sent by the Director of Printing and Stationery in Mysore direct to Presidents for distribution to Registrar.*—Each Register shall consist of 1,098 Pages, 366 originals 366 duplicates and 366 triplicates and shall be used continuously for a period of one year. Director of Printing and Stationery in Mysore will print these Registers and issue them to the President for distribution to the Registrars concerned at least by the end of November of each year.

17 *Triplicate copies to be sent daily to the President of the Municipality.*—The triplicate pages which have been written up during every day shall be detached stock at the perforation and sent by the Registrar to the President of the Municipality before the close of the following day. The particulars shall thereupon be posted into the consolidated Register of Births and Deaths, which shall be maintained in the Municipality.

If during any day no births or deaths have occurred the triplicate form should be sent with remark "Nil" written thereon.

18 *The President to collect the duplicate returns from Registrars and forward tham to the Registrar-General so as to reach him on or before the close of the third day following.*—The duplicate pages should be serially detached at the perforation and sent to the President, who after scrutinising the returns carefully, should forward tham in a bundle to the Registrar General so as to reach him on or before the close of the third day following.

19 *Check by President of regular Receipt of returns.*—A set of posting registers showing the names of Registers will be maintained in the office of the President in which the returns received will be posted as they come in: when these registers show that the return for any day in 48 The President will take disciplinary action against Registrars who are frequently in default.

20 *Process of sorting and abstracting the returns in the central statistical office.*—The returns received in the central statistical office will be abstracted and posted into Registers for purposes of compilation.

21. *Filing of returns Permanently.*—As soon as the required information has been abstracted and posted the returns of each month will be filed in racks. By the close of each year the returns will be transferred to records. The returns will be retained as permanent records.

22. *Reviews to be published, weekly, monthly and quarterly.*—The statistics so abstracted will be published for the information of the authorities concerned and of the public with a review of the same weekly, monthly and quarterly.

23. *The original register to be finally deposited in the Office of the President.*—Each register of original shall be retained in the custody of the Registrar for one year after it is closed and shall then be sent to the President, who after careful scrutiny of all un attested erasures and alterations shall file it as a permanent record.

24. *Entries to be made in the Birth Register by midwives and vaccinators.*—It shall be the duty of the Registrar to produce his Register of Births, before the midwife and the vaccinator and it shall be the duty of the midwife and vaccinator, respectively, to enter their initials, with such remarks as may be called for against the cases in which they have attended at the birth of a child or vaccinated it, as the case may be.

25. *To exercise supervision over Registrars.*—The District Health Officer, Senior Health Inspector and Junior Health Inspector, as the case may be, shall constantly inspect the Registers of Births and Deaths, make test checks by enquiry, instruct the Registrar as to the discharge of his duties and exercise a general supervision over the work of the Registrar. The registers shall be checked at least once a week by the Health Inspector and the entries verified, should bear the initials of the checking officer with date of check.

26. *Errors.*—Every error found in the Register of births or in the Register of Deaths shall be corrected by drawing a line through the original entry (but not so as to render it illegible) and writing the new entry above it, and the correction shall be fully signed and dated by the Registrar, if the error be discovered by him and by both the Registrar and the checking officer if the error be discovered by the checking officer. All such corrections shall be duly intimated to the Registrar-General through the President with the reasons therefor. The correction when approved by the Registrar-General will be made in the returns, filed in the Central Statistical Office, and due information will be sent to the President for informing the Registrars concerned. :—

Provided that no entry shall be corrected under this rule more than a year after the entry has been made except with the previous sanction of the Government.

27. *When the Registrar to give extract free of charge.*—The Registrar, shall as soon as the registration of birth of a child has been completed, give an application free of all charges, to the person who gives information of the birth, an extract under his hand from the register relating to such birth. For the purposes of this bye-law the register will be the register of originals kept by the Registrar.

28. *Search of Birth and Death Registers.*—Any person may at any reasonable time, on payment of a fee of four annas for each visit, search any Register of Births and Deaths. For purposes of this bye-law the Register of births and Deaths will be the returns sent daily by the Registrar through the President to the Registrar-General and filed in the Central Statistical Office.

29. *Issue of Birth Dand eath Certificates in cases registered under the new system.*—Any person requiring a certificate of birth or death may put in an application, affixing a two anna court fee stamp and enclose an eight-anna court fee stamp to be affixed to the certificate.

*The applicant should state clearly.* (i) The name and name of the party in relation to whose birth or death, a

(ii) The date, month and year of occurrence.

(iii) The name of the street and the division where the event occurred and

(iv) The postal address of the applicant for sending the copy.

The application may be addressed either to the Registrar-General or to the President who will forward it to the Registrar-General. On receipt of such an application, the Registrar-General will cause the duplicate return relating to the occurrence to be traced and a true copy of the same to be issued over his signature or that of the Deputy Registrar-General and sent either directly to the party concerned or to the President to be given to the party concerned.

30. *Penalty for omission to give information.*—Any person whose duty it is to give information under the preceding bye-laws and who neglects or refuses to give such information or gives false information shall be liable on conviction to a fine not exceeding ten rupees.

## DAILY BIRTH REPORT.

ORIGINAL.

Registrar-General of Births and Deaths.

Date of Report.....  Name of Municipality.....

V.S. No. 1(b)

| Annual Number | Date of Registration | Date of Birth | Births | | Sex | Name of Child | Name of Father | Residence | | | Particulars of Parents | | | | | Order of Birth | No. of living children including this child | No. of years after consummation of marriage | Initials of Checking Officer with remarks |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | | | Born alive | Born dead | | | | Door Number | Street | Division | Name | Age | Occupation | Permanent Residence | Community | | | | |
| 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 11 | 12 | 13 | 14 | 15 | 16 | 17 | 18 | 19 | 20 |
| | | | | | | | | | | | | | | | | | | | |

Plural births.—Particulars of plural births should be entered separately for each child.

*Note* :—Even if a child were to die within an hour after birth it should be entered as a birth in this Register and as a death in the Death Register.

## DAILY DEATH REPORT.

ORIGINAL.

Registrar-General of Births and Deaths.

Date of Report.....  Name of Municipality.....

V.S. No. 2 (b)

| Annual Number | Date of Registration | Date of Death | Name of Deceased | Name of Father and Mother | Residence | | | | Particulars of Deceased | | | | | | Initials of Checking Officer with remarks. |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | | | | | Door Number | Street | Division | Permanent Residence. | Occupation | Community | Age | Sex | Conjugal condition | Cause of Death | |
| | | | | | | | | | | | | | | | |

*Note.*—Even if a child were to die within an hour after birth, it should be entered in this Register and as a birth in the Birth Register.

To

The Registrar-General of Births and Deaths through the President.

*Signature of Registrar.*

M. R. BALARAME GOWDA,
*President.*